



4 FOOD PACKAGE /DRAFT ISSUANCE

Effective: 3/1/98

4.15 Special Formulas for Infants

Revised: 4/1/03

POLICY: WIC-approved special formulas may be issued when medically prescribed for a medical condition which contraindicates the use of standard infant formula and when a project RD approves. If the prescribed formula is not available at a WIC-approved grocery store or pharmacy, a WIC-approved pharmacy is required to order it.

PROCEDURE:

A. APPROVED SPECIAL FORMULAS

These are listed on the Food Package Tailoring/Selection Charts, Noncontract Special Formulas section (see the attachment to Policy 4.10 Food Packages: General) and on the WIC Formulas and Medical Foods/Liquid Nutrition Products Table (see the attachment to Policy 4.14 Infant Food Packages). A more detailed summary of many products is listed in the Available Resources of Policy 4.14.

B. DETERMINATION OF NEED

1. Formula Prescription.

- a) Determine if a special formula has been prescribed and the medical condition for which it is needed through discussion with the parent/caregiver, the Infant Questionnaire, a written prescription, and/or referral information (e.g., WIC Medical Referral Form, see Attachment to Policy 3.10). If verification of the formula prescribed or the medical condition is necessary, contact the physician's office.
- b) Different kinds of formulas may be combined in a food package (e.g., half regular formula, half special formula) as long as the products are WIC-approved and the quantity does not exceed the maximum allowed. See Policy 4.10-3 D. Project-Designated Food Packages for issuance procedures.
- c) The quantities specified on the Food Package Tailoring/Selection chart are the maximums allowed by the WIC Program. If additional formula is needed, the participant will need another payment source (e.g., Medicaid via HealthCheck, see Policy 4.19).

C. APPROVALS and DOCUMENTATION

1. RD approval and medical documentation are required as delineated in Policy 4.10.



2. RD approval and medical documentation must be retained in the participant's file.

D. AVAILABILITY FOR PURCHASE

1. Some special formulas are sold only at pharmacies. If the prescribed formula is not available at a WIC-approved grocery store, the participant needs to purchase the formula at a WIC-approved pharmacy. If availability at a pharmacy is uncertain, either the participant or the Project needs to call the pharmacy before shopping to assure the formula is available. If the pharmacy does not stock the formula, they are required by their agreement with the WIC Program to order it for the participant.
2. Sometimes, an infant is discharged from a hospital or leaves a physician's office with a prescription for a formula that needs to be ordered, but is not given formula samples to last until the formula can be ordered and received. Contact the formula prescriber's office to determine what should be done and who should do it (e.g., contact a formula company representative for an immediate supply, prescription for an alternate formula).

E. REASSESSMENT

1. The need for continuation on a special formula must be reassessed and documented at Infant Updates and when the intended length of use expires. If this time period goes past the one-year birthday, assure that the correct food package is issued (i.e., not the default one-year package).
2. A new prescription is required when the intended length of use expires. Professional judgment should be used regarding whether or not to contact the physician's office for verification of the prescription or the intended length of use. The Project may require a new prescription at each certification, if appropriate.